



DATE: August, 24 2016

AGENDA ITEM # 4

TO: Bicycle/Pedestrian Advisory Commission
FROM: Cedric Novenario, Staff Liaison
SUBJECT: Bicycle/Pedestrian Education – Event Planning

RECOMMENDATION:

Recommend a mechanism for a bicycle and pedestrian education forum

BACKGROUND

The bicycle/pedestrian outreach event planning subcommittee was established at the May 2016 BPAC meeting. The purpose of the subcommittee is to assist staff with bicycle/pedestrian topic selection, event planning and coordination.

DISCUSSION

Staff and the subcommittee explored several options to deliver a forum where there can be open and free exchange between the audience, the commission, and presenters regarding bicycle and pedestrian education. The subcommittee's desire is to have such a meeting that is city sponsored and where the full commission can participate. Full commission participation (or a quorum) is subject to the rules of the Brown Act. As you are aware, the Brown Act in general will require posting of the meeting, a public comment period, development of a staff report, and the report/presentation audience is the commission, rather than the general public. A "back-and-forth" or free exchange of ideas and information is limited. A forum delivered in this manner must be conducted similar to a regular commission meeting or special commission meeting.

Another option discussed was that a subcommittee could lead the forum. A subcommittee, consisting of three commission members or less, would not be subject to Brown Act rules. The remaining members of the BPAC theoretically can participate as members of the public, however, it is suggested that remaining members not attend, in order to avoid an appearance of a Brown Act violation. Publicizing the meeting in order to attract members of the public could also be problematic, in that use of normal City media could be limited, so as to reduce confusion regarding meetings subject to the Brown Act.

The third option is to partner with a private entity or non-governmental organization (NGO) to help deliver the forum. The commission could participate as members of the public but must remain cautious as to not discuss commission business. This mechanism

would however be controlled by the private entity or NGO, with no official City (BPAC) sponsorship or branding; the private entity/NGO would control schedule, location, agenda, and presenters. Staff does not see an issue with a subcommittee helping the private entity or NGO plan a forum to ensure that the message for a bike and pedestrian education forum is not lost.

Based on the above descriptions and discussion, staff and the subcommittee requests the commission recommend a mechanism to deliver a bicycle and pedestrian education forum. Once a mechanism is determined, staff will work with the subcommittee to determine the appropriate next steps (e.g., meeting details and logistics, or contact with a private entity/NGO).